

# 5-Year PHA Plan (for All PHAs)

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
Expires: 03/31/2024

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** The Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

**A. PHA Information.**

**A.1 PHA Name:** Dallas County Housing Agency **PHA Code:** TX559

**PHA Plan for Fiscal Year Beginning:** (MM/YYYY): 10/01/2024  
**The Five-Year Period of the Plan (i.e. 2019-2023):** \_\_\_\_\_

**PHA Plan Submission Type:**  5-Year Plan Submission  Revised 5-Year Plan Submission

**Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

**The following are the Specific locations where the public may view the FY2024 PHA Annual Plan and Five Year Plan:**

- Administrative Office – 2377 N. Stemmons Freeway Suite 700 Dallas, Texas 75207

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

**B. Plan Elements.** Required for all PHAs completing this form.

**B.1**

**Mission.** State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years.

The mission of Dallas County Housing Agency is to provide the low and moderate-income citizenry of Dallas County an opportunity to access decent, safe and sanitary housing at an affordable cost. The County is committed to addressing the needs of both renters and homeowners while providing good stewardship of public resources and confidence. In doing so, the County will promote affordable quality housing through a comprehensive multiple programs approach involving community input, education, assessment, counseling, referrals, financial assistance and the enforcement of regulations and standards.

**Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.

- **Increase the availability of decent, safe, and affordable housing.**
  - ◆ Expand the supply of assisted housing
  - ◆ Improve the quality of assisted housing
  - ◆ Improve voucher management: (SEMAP score)
  - ◆ Increase customer satisfaction
  - ◆ Concentrate on efforts to improve specific management functions
  - ◆ Provide replacement vouchers.
  - ◆ Provide voucher mobility counseling.
  - ◆ Conduct outreach efforts to potential voucher landlords.
  - ◆ Increase voucher payment standards.
  - ◆ Implement voucher homeownership program.
  - ◆ Increase access to information and resources on fair and affordable housing.
  - ◆ Make project-based rental subsidies accessible to qualified families.
  - ◆ Prevent the concentration of poverty through full utilization of HUD allocated vouchers.
  - ◆ Provide Mainstream Program Voucher to non-elderly persons with disability who are at risk of experiencing homelessness.
- **Improve community quality of life and economic vitality:**
  - ◆ Implement measures to deconcentrate poverty by bringing higher income households into lower income developments.
  - ◆ Implement measures to promote income mixing by assuring access for lower income families into higher income developments
- **Promote self-sufficiency and asset development of families and individuals:**
  - ◆ Increase the number and percentage of employed persons in assisted families.
  - ◆ Provide or attract supportive services to improve assistance recipients' employability.
  - ◆ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - ◆ Continue to encourage families to enroll into the HA's Voluntary FSS Program and motivate participation's toward achieving economic independence.
  - ◆ Promote EID for people with disabilities.
- **Ensure Equal Opportunity in Housing for all Americans:**
  - ◆ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
  - ◆ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability
  - ◆ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
  - ◆ Designate an employee as the 504 Coordinator to ensure that eligible persons with disabilities are granted reasonable accommodation in order to take full advantage of the Housing Choice Voucher Program and related services
- **The Violence Against Women Act Reauthorization Act (VAWA)**
  - ◆ Protect clients and family members of clients who are victims of domestic violence, dating violence, or stalking, from being evicted or terminated from housing assistance based on acts of such violence against them in accordance with the Violence Against Women Act (VAWA)

- **Emergency Housing Voucher**
  - ◆ These EHVs are to assist individuals and families who are experiencing homelessness; at risk of experiencing homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the family’s homelessness or having high risk of housing instability.
- **Veteran Affairs Supportive Housing (VASH)**
  - ◆ The HUD-VASH program combines HCV rental assistance for homeless veterans with case management and clinical services provided by the VA through its community medical centers.
- **Housing Opportunity Through Modernization Act (HOTMA)**
  - ◆ Dallas County Housing Agency is preparing to incorporate the implementation of Housing Opportunity Through Modernization Act (HOTMA). HOTMA makes numerous amendments to Housing Act of 1937 (1937 Act), including significant changes to income calculation, net family assets, and income reviews. HUD is also modernizing its documentation requirements to reduce the burden on families accessing housing assistance.

**Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

◆ **Expanding the supply of assisted housing.**

- Project Based Voucher (PBV) program that expands the affordability of rental housing in DCHA's jurisdiction for qualified households; make project-based rental subsidies accessible so qualified families can afford safe, decent, and sanitary housing; maintain full utilization of HUD allocated vouchers; and prevent the concentration of poverty.

◆ **Expand the Continuum of Care to assist the homeless population in Dallas County.**

- Dallas County Housing Agency assume award of mainstream voucher in conjunction with Continuum of Care (CoC) agency will identify individuals who qualify for the Mainstream Vouchers. Residents of (PSH) programs who may be ready to “Move On” will be given priority to independent living in the community that will lead to reducing homelessness.

◆ **Expand the Foster Youth to Independence (FYI) Voucher program.**

- The Texas Department of Family and Protective Services (“DFPS”) is the designated Public Child Welfare Agency (“PCWA”) and will provide foster care verification for youth interested in the FYI voucher program and will refer eligible youth. DFPS will and approves/authorizes (Third Party Provider) to provide DCHHS Transition and Financial Support Services to eligible youth. FYI allows Public Housing Authorities to request FYI Vouchers to serve youth ages 18 to 24 years of age with a history of child welfare involvement for up to 36 months.

The initiative aims to help communities:

1. Address gaps in the availability of FYI vouchers for youth in our communities; and
2. Increase housing options for youth with a current or prior child welfare history that are homeless or at risk of homelessness.

◆ **Expand quality housing and supportive services to people experiencing homelessness.**

- Memorandum of Understanding (MOU) has been created by and between Dallas County on behalf of Dallas County Health and Human Services Department (hereafter referred to as the “County” or “DCHHS”) and Housing Forward a nonprofit 501(c)(3) organization. Through this designation, Housing Forward is the administrative agent that carries out the activities of the CoC.
- The purpose of this MOU is to set forth how Housing Forward and DCHHS will collaborate to implement the limited preference established by the County for people experiencing homelessness.
- The Goals of the MOU is:
  1. Provide quality housing and supportive services to people experiencing homelessness.
  2. Provide a coordinated system for delivering critical referral, housing search, and supportive services to qualified program participants to assist them in finding and maintaining suitable rental housing.
  3. Determine areas of responsibility to maximize the efficient and effective provision of housing and supportive services to participants in DCHHS’s Housing Choice Voucher or other special voucher programs (hereafter referred to as “program” or “programs”).

- ◆ **Expand a Memorandum of Understanding between Dallas County Health and Human Services (DCHHS) and Metro Dallas Homeless Alliance (MDHA) —Emergency Housing Voucher (EHV) Program.**
  - This MOU is established for the administration of the EHV's and to facilitate the direct referrals of MDHA qualifying individuals and families to the County to utilize Dallas County Housing Agency's EHV's. In addition, the County's goal is to formalize community partnerships, including with local COC to assist vulnerable individuals and families to choose and lease safe, decent, and affordable housing to those who qualify for EHV's.
  - The DCHHS Emergency Housing Voucher Program is in compliance with
    - Vision: Dallas County is a Healthy Community.
    - Strategy: Provide exceptional disease prevention, health promotion and Human Service programs to the citizens of Dallas County.
- ◆ **Expand homeownership through Family self-sufficiency programs and HCVP**
- ◆ **Ensure equal housing opportunity in Dallas County Housing Agency (DCHA)**
  - Undertake affirmative action measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, (including gender identity and sexual orientation), disability and familial status.
  - Undertake affirmative action measures to ensure accessible housing to persons with varieties of disabilities.

◆ **Waiver Request for Self-Certification of Social Security Number, Birth Date, and Disability for Individuals Experiencing Homelessness to Expedite Leasing Process**

DCHHS is requesting waivers from HUD to expedite the eligibility determination process for housing homeless individuals. Specifically, we are seeking waivers to allow self-certification of Social Security number, date of birth, and disability status for individuals experiencing homelessness.

We believe that there is good cause for these waivers as follows:

**1. Self-certification of social security numbers for people experiencing homelessness.**

- a. *Regulation:* 24 CFR 5.216(g)(1) which says “SSN. The documentation necessary to verify the SSN of an individual who is required to disclose his or her SSN. (i) A valid SSN card issued by the SSA; (ii) An original document issued by a federal or state government agency, which contains the name of the individual and the SSN of the individual, along with other identifying information of the individual, or (iii) Such other evidence of the SSN as HUD may prescribe in administrative instructions.”
- b. *Alternative Requirements Requested:* Instead of using the regulatory requirements for verifying SSN, we request the ability to accept a self-certification of SSN for people experiencing homelessness. A self-certification may only occur after there is an attempt to gather third party documentation—simply asking if the individual has an SSN card is sufficient for satisfying this requirement. If DCHHS uses this option, we must document in the tenant file why self-certification was used – acceptable reasons include being homeless, as this is clearly associated with lack of access to formal documentation. If after 90 days, the participant’s SSN is verified in PIC (Public Indian Housing Information Center) no further verification is required. If the participant’s SSN is not

verified in PIC, the family must provide documentation as required under 24 CFR 5.216(g)(1). If the participant does not provide the documentation of SSN nor is verified in PIC, DCHHS will implement its procedures for program termination in accordance with its Administrative Plan.

- c. *Good Cause Justification:* The process of securing a Social Security Card can take 7-14 days when visiting an office in-person. By mail, this process can take 4-6 weeks. In addition, documentation is needed to secure an SSN card—oftentimes extending those two timelines. A person can also only request 10 SSN cards in their lifetime, so if they have maxed out that allotment, additional documentation is needed, also extending the timeline. By allowing individuals to self-certify, they are able to be safely housed while waiting for final verification of their SSN.

**2. Self-certification of date of birth for people experiencing homelessness in order to determine eligibility for deduction.**

*a. Regulations:*

- i. 24 CFR 5.403 which says, “Elderly family means a family whose head (including co-head), spouse, or sole member is a person who is at least 62 years of age. It may include two or more persons who are at least 62 years of age living together, or one or more persons who are at least 62 years of age living with one or more live-in aides.”
  - i. 24 CFR 5.603 which says, “Dependent. A member of the family (except foster children and foster adults) other than the family head or spouse, who is under 18 years of age, or is a person with a disability, or is a full-time student.”
- b. *Alternative requirement:* DCHHS request the ability to utilize self-certification of date of birth, which is required only for individuals when it impacts the income and tenant rent calculation for an elderly family and eligibility for the elderly/disabled deduction Housing Forward will provide DCHHS verification of SSN and birth certificate within 90 days of admission. If verification is not obtained within 90 days, DCHHS will implement its procedures for program termination in accordance with its Administrative Plan.
- c. *Good cause justification:* The process of securing a birth certificate can take approximately 6-8 weeks (assuming the individual was born in Texas; securing an out of state birth certificate is an even longer process), and securing a Texas ID takes roughly 2 weeks from the point of getting an appointment-- a process with its own time and capacity limitations. All of this is the time that an unhoused individual must remain outside or in a shelter unable to move into housing.

### 3. Self-certification of disability for people experiencing homelessness.

#### a. Regulations:

- i. 24 CFR 5.403 which says, “Persons with disabilities means a person who: (1) Has a disability, as defined in 42 U.S.C. 423; (ii) Is determined, pursuant to HUD regulations, to have a physical, mental, or emotional impairment that: (A) Is expected to be of long continued and indefinite duration; (B) Substantially impedes his or her ability to live independently, and (C) Is of such a nature that the ability to live independently could be improved by more suitable housing conditions; or (iii) Has a developmental disability as defined in 42 U.S.C. 6001”
- ii. 24 CFR 5.240(c) which says, “The responsible entity must verify the accuracy of the income information received from the family, and change the amount of the total tenant payment, tenant rent, or Section 8 housing assistance payment, or terminate assistance, as appropriate, based on such information.”

b. *Alternative Requirement:* DCHHS requests the ability to accept self-certification of disability status if a higher level of verification is not immediately available. If self-certification is used, DCHHS must obtain a higher level of verification within 90 days of admission. If verification is not obtained within 90 days, DCHHS will implement its procedures for program termination in accordance with its Administrative Plan.

c. *Good Cause Justification:* Verification of disability also can significantly slow down the process of moving an individual into housing. As different individuals may have different health providers, identifying the correct partner to provide a verification of disability can be a challenge. In addition, in cases where a disabled individual cannot easily get to a medical provider to receive verification due to a physical limitation, this can delay the verification process for months, forcing possibly the most vulnerable demographic to continue to live without safe and stable housing.

The emergency nature of this work means the efficiencies requested in this waiver could save lives, reduce trauma, and decrease the number of unsheltered individuals in Dallas County.

#### ◆ **Expanding Family Self Sufficiency Program (FSS)**

The purpose of the FSS Program is to promote the development of local strategies to coordinate the use of HUD assistance with public and private resources in order to enable eligible families to make progress toward economic security.

The purpose of the FSS Action Plan is to establish policies and procedures for carrying out the FSS program in a manner consistent with HUD requirements and local objectives.

### Program Objectives

Dallas County Housing Agency's FSS program seeks to help families make progress toward economic security by supporting the family's efforts to:

- Increase their earned income.
- Build financial capability.
- Achieve their financial goals.

#### **. Family Demographics FSS Program:**

#### **Ages of Head of Household and Other Adults**

▪ Ages of Head of Household	
Head of Household is age 24 years or younger	— 1 %
Head of Household is age 25 to 50	65 %
Head of Household is age 51 to 61	17 %
Head of Household is age 62 or greater	17 %
Ages of Other Adults in Household	
Age 24 years or younger	— 3 %
Age 25 to 50	75 %
Age 51 to 61	16 %
Age 62 or greater	— 6 %

#### **Presence and Ages of Children**

	<b>Percent</b>
Presence and Ages of Children	
Households that only include adults over age 18	45 %
Households that include one or more child age 13-17	14 %
Households that include children who are all 12 or younger	41 %

**Employment Status of Population to be Served.**

	<b>Percent</b>
Employment Status of Head of Household	
Families with an employed head	.02 %
Families whose head is unemployed	98 %
Employment Status of All family members	
Families with any member that is employed	29 %
Families with no employed member	71 %

**Annual Earned Income of Population to be Served.**

	<b>Percent</b>
Annual household earnings <\$5,000 per year	19 %
Annual household earnings between \$5,000 and \$9,999	14 %
Annual household earnings between \$10,000 and \$14,999	25 %
Annual household earnings between \$15,000 and \$19,999	12 %
Annual household earnings between \$20,000 and \$24,999	.07 %
Annual household earnings between \$25,000 and \$29,999	.06 %
Annual household earnings between \$30,000 and \$34,999	.05 %
Annual household earnings of \$35,000 or higher	12 %

**Elderly/Disability Status of Population to be Served.**

	<b>Percent</b>
Elderly/Disability Status of Head of Household	
--Head of Household is an elderly person without disabilities	53 %
--Head of Household is an elderly person with disabilities	32 %
--Head of Household is a non-elderly person without disabilities	— 6 %
--Head of Household is neither an elderly person nor a person with disabilities	— 9 %

Elderly/Disability Status of All Household members	
--Household includes an elderly person without disabilities	13 %
--Household includes an elderly person with disabilities	15 %
--Household includes a non-elderly person with disabilities	48 %
--Household includes no elderly persons or persons with disabilities	24 %

Race and Ethnicity of Population to be Served (required)

Race		Non-Hispanic	Hispanic
White	7 %	6.72 %	.28 %
Black or African American	91 %	87.36 %	3.64 %
American Indian or Alaska Native 003%		.0028 %	.00012 %
Asian	005 %	.0048%	.0002%
Native Hawaiian or other Pacific Islander	0003%	.00028 %	.00001%
Other Race	0002 %	.00192 %	.00008 %

## **Supportive Service's Needs:**

The following is a list of the supportive service needs of the families expected to enroll in the Dallas County Housing Agency FSS program:

- Training in basic skills and executive function (including household management)
- Employment training, including sectoral training and contextualized and/or accelerated basic skills instruction.
- Job placement assistance
- GED preparation
- Higher education guidance and support
- English as a Second Language
- Assistance accessing and paying for child care
- Transportation assistance
- Financial coaching, including assistance with budgeting, banking, credit, debt, and savings
- Access to counseling or treatment for substance abuse and mental health
- Dental care, health care, and mental health care including substance abuse treatment/counseling
- Homeownership readiness

### **This list of supportive services needs is based on:**

- Experience with past FSS or other supportive service program participants
- Input from the PCC or other service provider partners
- A needs assessment completed on *[date]*

### **Outreach**

Dallas County Housing Agency will conduct widespread outreach to encourage enrollment in the FSS program. Outreach efforts will include the activities identified through the checked boxes below:

Interpreters will be used as needed and clients may contact staff to express interest in person, via our toll-free telephone number or by email.

Outreach Methods	Details, including frequency
Posting information about FSS on the Dallas County website	Annually
Posting FSS program flyers in locations likely to be seen by eligible families	Monthly
Providing information about the FSS program during scheduled reexaminations	Annually
Providing information about the FSS program voucher orientation sessions	Annually
<input type="checkbox"/> Holding well-publicized information sessions about FSS	

Providing information about the FSS program to eligible families by mail	Monthly
Facebook	Pending
<input type="checkbox"/> Twitter	
<input type="checkbox"/> Instagram	
<input type="checkbox"/> Other	

Outreach informational material about the FSS Program will include information about:

- Program overview
- Program benefits
- Available resources
- Participant responsibilities
- Program outcomes

Outreach efforts will be targeted equally to all families, using materials in both English and other commonly spoken languages to ensure that non-English and limited English-speaking families receive information and have the opportunity to participate in the FSS Program. In conducting outreach, Dallas County Housing Agency will account for the needs of person with disabilities, including persons with impaired vision, hearing or mobility, and provide effective communications to ensure that all eligible who wish to participate re-able to do so.

Family Activities and Supportive Services:

As described in the next section, all families participating in the FSS program will benefit from coaching that helps them identify and achieve goals that the family selects. Drawing on partners on the program coordinating committee and relationships with other service providers, the coaches will provide referrals as needed to help FSS participants access appropriate services to help them achieve their goals:

<b>Supportive Service Category</b>	<b>Specific Service</b>	<b>Source/Partner</b>
<b>Financial Empowerment</b>	Financial education Financial coaching Banking services Training in money management	Dallas County Home Loan Counseling Center WiNGS
<b>Childcare</b>	Infant Care / Toddler Preschool Care <input type="checkbox"/> Afterschool Care <input type="checkbox"/> Homework Assistance	The Childcare Group
<b>Transportation</b>	<input type="checkbox"/> Bus passes <input type="checkbox"/> Assistance with car repairs Assistance with car purchase	On the Road Lending
<b>Education</b>	High School Equivalency/GED English as a Second Language Post-secondary certificates <input type="checkbox"/> Advanced Degrees	Aspire Goodwill Industries of Dallas, Inc. Community Counsel

<b>Supportive Service Category</b>	<b>Specific Service</b>	<b>Source/Partner</b>
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<b>Skills Training</b>	<input type="checkbox"/> Training in Executive Function Basic Skills Training Emerging Technologies Training <input type="checkbox"/> On-the-Job Training <input type="checkbox"/> Apprenticeships Skilled Labor training	Community Council Goodwill Industries of Dallas, Inc. WiNGS Workforce Solutions Greater Dallas
<b>Job Search Assistance</b>	Resume Preparation Interviewing Skills Dress for Success Workplace Skills Job Development Job Placement	Workforce Solutions Greater Dallas WiNGS Attitudes & Attire Goodwill Industries of Dallas, Inc.
<b>Micro and Small Business Development</b>	Small business development services Small business Mentoring Entrepreneurship Training	WiNGS
<b>Homeownership Preparation</b>	Homeownership Education Housing Counseling Downpayment Assistance Other Homeownership Assistance	Dallas County Home Loan Counseling Center
<b>Debt Resolution Credit Repair</b>	Assistance negotiating the resolution of past-due debt	Dallas County Home Loan Counseling Center

Historically, Dallas County Housing Agency’s FSS program has enrolled **sixteen (16)** new families into the FSS program each year. Accordingly, Dallas County Housing Agency expects to be able to provide FSS Services to **eighty (80)** families over a five-year period.

<b>B.4</b>	<p><b>Violence Against Women Act (VAWA) Goals.</b> Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p style="padding-left: 40px;">◆ Protect clients and family members of clients who are victims of domestic violence, dating violence, or stalking, from being evicted or terminated from housing assistance based on acts of such violence against them in accordance with the Violence Against Women Act (VAWA).</p>
<b>C. Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p>
<b>C.2</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y    N  <input type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.3</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Required Submission for HUD FO Review.</b></p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y    N  <input type="checkbox"/>   <input type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
<b>D. Affirmatively Furthering Fair Housing (AFFH).</b>	

D.1

**Affirmatively Furthering Fair Housing.** (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

**Fair Housing Goal:**

**It is the policy of the HA to comply fully with all Federal, State, and local nondiscrimination laws, including but not limited to, Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the U. S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity.**

**The HA will assist any family that believes they have suffered illegal discrimination by providing them copies of the housing discrimination form. The HA will also assist them in completing the form, if requested, and will provide them with the address of the nearest HUD Office of Fair Housing and Equal Opportunity.**

**Fair Housing Goal:**

**Describe fair housing strategies and actions to achieve the goal**

**To further its commitment to full compliance with applicable Civil Rights laws, the HA will provide Federal/State/local information to applicants for and participants in the Housing Program regarding unlawful discrimination and any recourse available to them if they believe they maybe victims of discrimination. Such information will be made available with the application, and all applicable Fair Housing Information and Discrimination Complaint forms will be made available at the HA office. In addition, all written information and advertisements will contain the appropriate Equal Opportunity language and logo.**

**Fair Housing Goal:**

**Describe fair housing strategies and actions to achieve the goal**

**The HA will assist any family that believes they have suffered illegal discrimination by providing them copies of the housing discrimination form. The HA will also assist them in completing the form, if requested, and will provide them with the address of the nearest HUD Office of Fair Housing and Equal Opportunity.**

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**Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs**

**A. PHA Information.** All PHAs must complete this section. (24 CFR § 903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.

**B. Plan Elements.**

- B.1 Mission.** State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years. ([24 CFR § 903.6\(a\)\(1\)](#))
- B.2 Goals and Objectives.** Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).

**C. Other Document and/or Certification Requirements.**

**C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32, REV 2.

**C.2 Resident Advisory Board (RAB) comments.**

- (a) Did the public or RAB have comments?
- (b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR § 903.17\(b\)](#), [24 CFR § 903.19](#))

**C.3 Certification by State or Local Officials.**

[Form HUD-50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

**C.4 Required Submission for HUD FO Review.**

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

**D. Affirmatively Furthering Fair Housing.**

**(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)**

**D.1 Affirmatively Furthering Fair Housing.** The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: “To implement goals and priorities in an AFH, strategies and actions shall be included in program participants’ ... PHA Plans (including any plans incorporated therein) .... Strategies and actions must affirmatively further fair housing ....” Use the chart provided to specify each fair housing goal from the PHA’s AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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